

State Electrical Apprenticeship Advisory Committee
Thursday, May 23, 2013

DRAFT MINUTES

NECA-IBEW Apprenticeship
2730 Dairy Dr.
Madison, WI 53718

<u>Members Present</u>	<u>Employer/Organization</u>
Allen, Don (Co-Chair)	International Brotherhood of Electrical Workers (IBEW) Local 158
Balthazor, Michael	Michaels Power
Bzdawka, John	IBEW Local 494
Grundahl, Carol	IBEW Local 159
Habermehl, Sylvia	Habermehl Electric
Hoffmann, Mark	IBEW Local 159
Kryzaniak, Rick	Faith Technologies (Associated Builders & Contractors (ABC))
Mielke, John	Associated Builders and Contractors
Miller, Dean	IBEW Local 388
O'Leary, Loyal (Co-Chair)	National Electrical Contractors Association (NECA) WI Chapter
Pohlman, Mike	R.J. Nickles Electric Co.
Sokolik, Leo	IBEW Local 890
Walsh, John M.	IBEW Local 14
Washebek, Dave	Lemberg Electric (NECA)
Young, Greg	IBEW Local 577

<u>Members Absent</u>	<u>Employer/Organization</u>
Steiner, Rick	Steiner Electric (ABC)

<u>Consultants & Guests</u>	<u>Employer/Organization</u>
Anhalt, Tim	NECA-IBEW Apprenticeship & Training
Cook, Jim	Madison Area Technical College, Apprenticeship Coordinator
Jacobs, John	IBEW Local 494
Jaeb, Rachel	NECA – Wisconsin Chapter
Large, Dan	Milwaukee Joint Apprenticeship Committee
Morgan, Karen	Bureau of Apprenticeship Standards, Director
Perkofski, Lisa	Bureau of Apprenticeship Standards
Rayburn, Robert	NECA – Milwaukee Chapter
Schanke, Debbie	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards
Tschillard, Clay	NECA-IBEW Apprenticeship & Training
Wood, Marge	Wisconsin Technical College System

1. **The meeting was called to order** at 1:00 p.m. by Don Allen, Committee Co-chair, in conformity with the Wisconsin Open Meeting Law.
2. **A roll call** was conducted and a member contact information confirmation sign-in sheet was circulated.
3. **The minutes** of the September 26, 2012, meeting were reviewed and approved.
4. **Old Business**

a. SAGE Update

- **Progress:** To date, SAGE has exceeded its target of 4,500 apprentice participants, and has served 250 of 1,500 targeted journey worker participants. Although journey workers are included as SAGE participants, they were not made an official performance measure, so BAS will not be penalized. The lack of journey worker participants is due to widespread unemployment across the construction sector. Financially, BAS projects it will expend the full grant award without overspending.
- **SAGE will conclude** on June 30, 2013. Financial support for training related expenses for income-eligible apprentices and journey workers will conclude on May 30, 2013.
- **Personnel Change:** Palle Pedersen is the new SAGE grant manager. He replaces Bill Goff, who accepted a permanent position with the Department of Administration. Palle is responsible for the grant budget, supportive service and the grant close-out. Contact Palle at 608-266-5135 or palle.pedersen@dwd.wisconsin.gov.
- **Supportive Services Feedback:** Owen Smith asked members how supportive services were working for apprentices and journey workers, and whether any difficulties occurred. Clay Tschillard reported that apprentices had experienced some delays due to the Madison Workforce Development Board claimed it ran out of SAGE funds. Karen Morgan reported that the board does have funding.
- **Journey Worker Upgrade Sessions:** Owen Smith reminded members and consultants that, as a condition of receiving training items (curriculum, equipment, supplies) funded by SAGE, all providers of Paid Related Instruction are expected by BAS to make at least some of the training items available to journey workers via upgrade sessions. In addition, training coordinators must have each journey worker who completes the training complete a SAGE Individual Information Sheet, and forward all sheets to Palle Pedersen. The sheets provide demographic information necessary for BAS to enter the journey worker as a participant into the U.S. Dept. of Labor database. Clay Tschillard reported that upgrade sessions were cancelled due to lack of interest.

b. Other

No items were brought forth.

5. New Business

a. **New Electrical Credentialing System, Effective April 1, 2014**

Karen Morgan and members discussed three administrative questions that members had submitted to BAS before the new system was delayed until 2014.

- What would BAS do with an apprentice that completes the apprenticeship requirements but not the licensing test?

Karen Morgan explained that the Bureau's current procedure for apprentices who do not meet all requirements: BAS gives the apprentice one year past his or her projected completion date to satisfy all requirements, including the exam. If the apprentice does not complete all requirements within that period, BAS sends a 20-day Intent-to-Cancel, and the apprentice comes before the local committee, which recommends an action.

Karen asked members how they would prefer BAS to proceed. Clay Tschillard stated that the committees lack a formal process for learning whether an apprentice takes the test and passes or fails. Currently, committees learn this from the apprentice when he or she comes in for an exit interview. All committees would find it helpful to learn the information in advance. Karen stated that BAS could provide the exam information from DSPS; and added that if committees could examine the pass/fail rate, then they could determine whether to implement a licensing exam review course.

Members asked whether BAS could generate an exam notice that would be disseminated with the Transition to Trainer notice, which apprentices receive at the end of their fourth year. Karen stated that BAS had done that in the past, but then DSPS erroneously assumed that the notification letter authorized the apprentice to take the test, which resulted in unqualified apprentices taking the exam. Mike Balthazor motioned that BAS disseminate an exam notice with the Transition to Trainer notice; the motion was seconded by Greg Young; and approved.

- As a result of this discussion, BAS will disseminate the licensing test rosters and results from the Department of Safety and Professional Services to Clay Tschillard and Dan Large for the JACs, and Wayne Belanger for ABC; and disseminate an exam notice with the Transition to Trainer notice.
- How would BAS deal with an apprentice who did not pass the exam?
John Walsh stated that many apprentices delay taking the exam or do not pass the exam due to test anxiety. Bob Rayburn added that a few apprentices avoid completing the program for other, non-disability related reasons. Karen replied that the Bureau gives each apprentice chances—the number varies on a case-by-case basis—and then cancels him or her. Bob Rayburn stated he did not believe such apprentices should be counted against the 10% rule. Karen advised the local committees to request a waiver from BAS, and BAS will review the merits of each case. Greg Young asked the Bureau whether it would support JAC

recommendations to cancel an apprentice; Karen stated yes, and advised the local committees to treat everyone as consistently as possible.

- As a result of this discussion, BAS will contact DSPS- Division of Credentialing to discuss the legal obligated to provide accommodations to apprentices who qualify for disability provisions.
- When the new credentialing system goes into effect, how will BAS notify electrical apprentices that they are required to have their license in order to work?

Karen stated that, if the state committee wants, BAS could send a reminder notice to apprentices when it sends the contract and letter of assignment. BAS follows this procedure for plumbing apprentices. The reminder notice is a credential notice that states the recipient is an apprentice, gives the effective date, and informs the individual that the letter can be used to apply for a credential from DSPS. Members approved a motion for BAS to implement this process.

- As a result of this discussion, BAS will send a reminder notice to electrical apprentices when it sends the contract and letter of assignment

b. 2014 Apprenticeship Conference

Karen Morgan distributed the “Call for Conference Workshop Proposals for Wisconsin’s 26th Biennial Apprenticeship Conference.” The theme of the Conference is “The Apprenticeship Solution: Meeting the Challenge.”

The four broad workshop tracks are:

1. Challenge of a Changing Workforce – Potential topics:
 - Population shortages
 - Worker & Skill shortages
 - Generational Differences
 - Technology
2. Challenge of Partnership in Workforce Development – Potential topics:
 - Introductory "101" workshops to help audience understand more about a program, such as Apprenticeship, WIA, Youth Apprenticeship, DPI, WTCS
 - Continuation of Collaborate for Success Initiative
3. Challenge of Regulation and Policy – Potential topics:
 - Apprenticeship Regulations
 - Child Labor Laws
 - UI Benefits (apprentice and sponsor perspective)
 - Licensing (Barbering & Cosmetology, Electrical, Plumbing, etc.)
4. Challenge of Awareness & Outreach – Potential topics:
 - Working with the K-12 System
 - Recruitment of Apprenticeship Sponsors

Attendance at the 26th Biennial Apprenticeship Conference will include the 1) Workforce Development community which includes Workforce Development Boards, Community Based Organizations, WIA Service Providers, Job Service employees, and Economic Support; the 2) Education Community including K-12 teachers, principals, counselors, board members and Wisconsin Technical College System employees, and 3) the Apprenticeship Community including employers, members of employer associations, labor and employees.

DWD Secretary Newson asked BAS to broaden the scope of the 2014 Conference to include a greater variety of topics, audiences and speakers. Karen asked committee members to contact her with suggestions for topics and workshops. The deadline for submissions is June 3. The conference will be an agenda item for the fall meeting.

c. Outreach Update

- Outreach Campaign to Manufacturing was launched by BAS in April. The campaign targets the industrial sector which has frequently cited a skills gap and lack of qualified workers and, like the construction sector, will soon face the retirement of much of the 65-year-old workforce without a sufficient population turning 18, the earliest age of an entry-level worker. The campaign call-to-action encourages more manufactures to invest in the future of their unskilled workers by training them through the apprenticeship program rather than through skill-specific boot camps.
- Outreach Campaign to K-12: Through the Advisory Council, BAS developed a series of brochures on the educational value of an apprenticeship and careers in the skilled trades; target audiences include students, parents, teachers and technical colleges. The material was included in a mass mailing by the Department of Public Instruction to superintendents and heads of the school boards. The Bureau is awaiting feedback from the mailing.

The campaign also includes the following: “Get your degree in doing” billboards in Green Bay, Madison, Milwaukee and Wausau; and a public service announcement emphasizing the value of an education in the skilled trades not just a four-year degree; three videos on the value of apprenticeship training; news events with Secretary Newson; news releases posters; post cards; flash drives; and adhesive cloths to wipe smart phones.

6. WTCS Update

Marge Wood discussed the following items:

- WTCS has 15 years of data on the relative size of ABC and JAC apprenticeships; Electricity technical diplomas; and the customized Electrical contractors training program at FVTC that shows that 1,000 – 2,000 individuals have trained in the electrical field each year. She asked what percentage of working electricians were trained through apprenticeship (est. 80% to 90%) and whether Committee members thought this would change due to the new license requirements.
- The Technical Skills Attainment (TSA) project that Jim Cook reported on got delayed. WTCS could regroup this summer, and is looking for eight to ten volunteers from the apprenticeship community, ideally one from every jurisdiction, to identify the 8-12 Program Outcomes that are common to all Construction Electrical programs. WIDS would then work with JAC and ABC programs to develop a matrix that would show the various program outcomes, where they are taught in paid related instruction and how they are assessed in the curriculum. Clay Tschillard and John Meilke volunteered on behalf of their programs. The industry focus group is tentatively scheduled to begin this summer. Marge/WIDS will send an official invitation soon.
- Northeast Wisconsin Technical College convened a focus group of construction trades that has developed and will be promoting a new Construction Technology associate's

degree. This degree would be a second year option following the current Electricity Technical Diploma. NWTC hopes to partner with four-year institutions with which they would sign articulation agreements. Few construction workers have bachelors or associate degrees, having the agreements four-year institutions could be a “tipping point” for approval. Marge would also like to work on general construction trades preparation that would cover the commonalities among the trades and focus on safety and jobsite awareness. In response to a Committee member’s question about associate degrees for apprenticeship completion, she reported that to date 365 journey workers have received the WTCS Technical Studies- Journeyworker AAS (JW-AAS) and that most of them came from Industrial trades. All Electricians (JAC, ABC and Industrial Electricians) who complete an apprenticeship would qualify for 39 credits toward the 60 credit JW-AAS degree. The remaining 21 credits would be general education courses that could have been taken in the past.

7. Electrical Apprenticeship Program Participants

- Nine-hundred and three apprentices and 239 employers are active in the program. The apprentice total is slightly less than the 949 apprentices reported in September 2012, but much less than the range of 1,000 – 1,300 apprentices from 2009-2011.
- New reporting software for BAS will be operational this summer, increasing the Bureau’s capacity for reporting and presenting data. Owen Smith asked members to keep in mind which data and presentations would be useful for comprehending the status of the program and making informed decisions.
 - Members suggested annual percent change, annual contracts began, and the percentage of women and minorities per local committee. BAS will consider these suggestions.
- Karen asked members whether they want to combine several local committees with small geographical areas and enrollments. Clay Tschillard cautioned that the move would be difficult because each committee has a separate trust fund. Loyal O’Leary suggested that he raise the issue at an upcoming meeting of NECA committees.
 - As a result of this discussion, the topics will be revisited at the fall state committee meeting.

8. The next meeting date is tentatively scheduled for Thursday, October 29, at 1:00 p.m. at the NECA-IBEW Apprenticeship Office in Madison.

9. The meeting was adjourned at 2:55 p.m.